

Security Guard FAQ's

[Is there training required to become a security guard?](#)

Yes, individuals must take a 16 hour training with an approved instructor. See the link below for Approved Instructors. The fee for the training varies by instructor.

[Is there a test required to become a security guard?](#)

Yes, upon completion of the 16 hour training, you are then required to take a security guard exam through Delaware Technical and Community College. You must take your 16 hour training certificate for admittance to the test. See link below for exam schedules and registration information. The fee for the test is \$49.00.

[What do I do with my certificates?](#)

You will receive certificates from both the 16 hour training and security guard exam. You must submit them to the professional licensing section, either with your application, or within 30 days of being fingerprinted.

[How long does the process take after I get fingerprinted?](#)

The process usually takes a minimum of two weeks. However, it

may take longer due to individual factors.

How can I check on the status of my license?

If it has been more than two weeks since the date of fingerprints you may call 302-739-5991 for an update.

What are the charges that would disqualify me from getting a license?

See links below for the Delcode and Rules and Regulations. The list of disqualifying charges can be found in Title 24, Chapter 13, § 1314 Security guard registration requirements.

What happens if I am denied my license?

A certified letter will be sent to the address on the individual's application. A copy of the denial will also be sent to the agency listed on the application. The letter will give you instructions for your next steps.

If I am renewing my license how early do I need to re-apply?

We recommend starting the process at least two months before your expiration date.

What if I am arrested or found in violation of any disqualifying charges?

You must notify the Professional Licensing Section within 5 business days, excluding weekends and holidays. Failure to report may result in the suspension or revocation of a license.

Am I allowed to work if my license is expired?

No, you must have a valid security guard license on your person while performing security guard duties.

If I have a license in another state am I able to work in Delaware?

No, you must apply for a Delaware License. We do not have reciprocity with any other states.

What if my license is lost or stolen?

You must come into one of our two locations and fill out the provided form. The fee is \$10.00 and you will receive your replacement license at that time.

What if my address, phone number or email address changes?

You must notify the Professional Licensing Section within 14 days.

How can I contact the Professional License Section?

Email: DSP_SBIDETECTIVELICENSINGMAIL@STATE.DE.US

Phone: (302) 739-5991

Fax: (302) 739-5888

Mailing Address:

Professional Licensing Section

P.O. Box 430

Dover, DE 19903